

City of Knoxville  
City Council Meeting  
Monday, May 16, 2022 at 6:15 p.m.  
Municipal Building Council Chambers

1. Call To Order

**MEMBERS PRESENT:**

Mayor Brian Hatch \_\_\_\_, Council Member Megan Suhr \_\_\_\_, Council Member John Gotta \_\_\_\_, Council Member Dylan Morse \_\_\_\_, Council Member Dawn Rankin \_\_\_\_, Council Member Jyl DeJong \_\_\_\_.

2. Citizen/Public Comments  
Discussion

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3. Consent Agenda

3.I. Approve City Council Meeting Minutes Of May 2, 2022

Documents:

[05-02-2022 COUNCIL MINUTES.PDF](#)

3.II. Accept Water Board Meeting Minutes Of May 10, 2022

Documents:

[WATER BOARD MINUTES.PDF](#)

3.III. Accept Resignation Of Mark Worrall From Board Of Adjustment

Documents:

[WORRALL RESIGNATION.PDF](#)

3.IV. Accept Resignation Letter Of Scott Ziller From Knoxville Library Board

Documents:

[ZILLER RESIGNATION.PDF](#)

3.V. Approve Appointment Of Laura Kendrick To The Knoxville Library Board

Documents:

[LIBRARY BOARD APP.PDF](#)

3.VI. Approve Appointment Of Kevin Long To The Parks And Recreation Commission

Documents:

[PARKS AND REC BOARD APP.PDF](#)

- 3.VII. Approve Class C Liquor License For Rib Shack
- 3.VIII. Approve Class C Liquor License For Pizza Hut
- 3.IX. Accept April 2022 SRO Report

Documents:

[APRIL SRO REPORT.PDF](#)

4. Item Agenda

- 4.I. Mayoral Reading Of National Public Works Week

Documents:

[PW PROCLAMATION.PDF](#)

- 4.II. Mayoral Reading Of National Police Week Proclamation

Documents:

[POLICE WEEK PROCLAMATION.PDF](#)

- 4.III. Mayoral Reading Of National EMS Week Proclamation

Documents:

[EMS WEEK.PDF](#)

- 4.IV. Approve Resolution In Support Of A Workforce Housing Tax Incentive Application To Be Submitted To The Iowa Economic Development Authority (IEDA) By Bloomfield Acres, LLC For A Housing Project In Knoxville, Iowa

Documents:

[RES 05-25-22 KADING WHTC SUPPORT.PDF](#)

- 4.V. Approve Storefront Improvement Grants For 112 N Second Street; 225 E Main Street; And 202 E Robinson Street

Documents:

[COUNCIL LETTER - STOREFRONT IMPROVEMENTS.PDF](#)

- 4.VI. Approve Resolution Proposing A Lease For A Term Of More Than Three Years

Documents:

[RES 05-29-22 SENIOR CENTER LEASE.PDF](#)

- 4.VII. Approve Payment Of Claims

5. Reports

- A. Mayor's Report
- B. City Manager's Report

6. Adjourn

Motion \_\_\_\_\_ Second \_\_\_\_\_  
Vote \_\_\_\_\_ Time \_\_\_\_\_

\_\_\_\_\_  
Tricia Kincaid, City Clerk

# COUNCIL MINUTES

## May 2, 2022

The City Council of the City of Knoxville, Iowa convened in regular session Monday, May 2, 2022 at 6:15 p.m. at the Knoxville Municipal Building. Mayor Hatch presided and the following Council Members were present: Megan Suhr, Dylan Morse, Dawn Rankin and Jyl DeJong. Staffs present were City Manager Heather Ussery, City Clerk Tricia Kincaid, Police Chief Aaron Fuller, Fire Chief Cal Wyman, Community and Economic Development Glenn Lyons and Marilyn Arber and Planning & Zoning Administrator Nathan Parch.

Motion by Suhr; seconded by DeJong to remove approve appointment of Scott Ziller to the Planning & Zoning Commission and move to the Item agenda, all ayes.

Motion by Suhr, seconded by DeJong to approve consent agenda; all ayes.

1. Approve City Council Meeting minutes of April 18, 2022
2. Approve Class C Liquor License for Casey's General Store #1610
3. Approve Class C Liquor License for Casey's General Store #1827
4. Approve Class C Liquor License for Dollar General Store #6820
5. Set a Public Hearing for May 16, 2022 at 6:15 p.m. for a rezoning application at 714 W. Rock Island Street
6. Approve December 2021 Financials

Motion by Suhr, seconded by Rankin to approve Scott Ziller to the Planning and Zoning Commission pending resignation from the Knoxville Public Library Board; all ayes.

Mayoral reading of National Municipal Clerk Proclamation

Mayor Hatch announced now was the time and place for a public hearing for a proposal to enter into a Sewer Revenue Loan and Disbursement Agreement. The hearing was opened at 6:27 p.m., filing of affidavit of publications was on 4/26/22. There were no written or oral comments or objections. City Manager Ussery explained this is for our Water Reclamation Facility Project. A majority of these funds are for the UV upgrade which is mandated by the DNR. Motion by Rankin, seconded by DeJong to close the hearing at 6:31 p.m.; all ayes.

Motion by Suhr, seconded by Morse to approve Resolution authorizing and approving a loan and disbursement agreement and providing for the issuance and securing the payment of \$5,899,000 sewer revenue Bonds, Series 2022; All ayes.

Motion by Morse, seconded by Rankin to authorizing and approving a loan agreement, providing for the sale and issuance in the amount of \$1,550,000 of general obligation corporate purpose bonds, series 2022A and providing for the levy of taxes to pay the same. Susanne Gerlach of PFM, the city's financial advisor did go over the sale, winning bid and current interest rate; all ayes.

Glenn Lyons gave an update on the Veterans District Redevelopment. Susanne Gerlach with PFM also gave an update on the GO capacity for the city moving forward with the redevelopment.

Motion by Morse, seconded by DeJong to approve Resolution approving an agreement between the City of Knoxville and BerganKDV, Ltd for auditing services; all ayes.

Motion by Suhr, seconded by Rankin to approve appointment of Dave Hoke as the citizen representative to the downtown façade grant review committee; all ayes.

Motion by Morse, seconded by DeJong to approve storefront improvement grant for 109 S Third Street; all ayes.

Motion by Morse, seconded by Suhr to approve a downtown revitalization grant for 101 and 105 S Third Street with bells on. The property owners were in attendance. Brian Stickel, explained they are planning for 3 rental apartments above the downstairs businesses; all ayes.

Motion by Morse, seconded by Rankin to approve the State of Iowa's CDBG-CV duplication of benefits policies and procedures as required for the 203 E Main Street application; all ayes.

Motion by DeJong, seconded by Rankin to approve payment of claims; all ayes.

93831	ALIBRIS	INV 87699062	\$315.67
	AMERICAN MARKETING AND		
93832	PUBLISH	CLOSEBY TEXT MARKETING	\$1,350.00
93833	BAKER & TAYLOR	INV 236617793	\$1,573.39
93834	BROWN'S PAINTING	PAINTING FOR GALLERY WALL	\$401.00
93835	CENGAGE LEARNING	COLLATERAL DAMAGE	\$22.39
93836	CENTER POINT LARGE PRINT	INV 1922338	\$133.02
93837	DEMCO INC	OPERATING SUPPLIES	\$323.09
93838	GREATER DES MOINES	IOWA LIBRARIES ADVENTURE PASS	\$150.00
		TALK 'MISBEHAVING WOMEN OF	
93839	CHERYL MULLENBACH	IA'	\$150.00
93840	OVERDRIVE,INC	8 EBOOKS, 3 AUDIOBOOKS	\$478.65
93841	QUILL CORPORATION	PAPER & SUPPLIES	\$203.77
93842	SCHOLASTIC BOOK FAIRS INC	INV 37510888	\$544.77
93843	HOLLY SHELFORD	CONFERENCE REIMBURSEMENT	\$140.00
93844	US CELLULAR	HOTSPOTS	\$280.92
93845	XEROX CORPORATION	MARCH LEASE FEE	\$129.91
93846	ABS SANITATION	MONTHLY SERVICE-AIRPORT	\$62.00
93847	ALLIANT ENERGY	GAS BILL: 2/28 THRU 3/31/2022	\$574.15
93848	IOWA DEPT OF AGRICULTURE AND	RETAIL FUEL METERS-LICENSE	\$9.00
		REIMBURSEMENT FOR DISH	
93849	KNOXVILLE AVIATION	NETWORK	\$105.11
93850	MIDAMERICAN ENERGY COMPANY	ELECTRIC BILL:2/15 THRU 3/17	\$115.26
93851	SUMMIT FIRE PROTECTION	ANNUAL FIRE EXTINGUISHER INSP.	\$115.25
93854	DARIN HOOVER	SHOE REIMBURSEMENT	\$120.20
93855	MOTOR INN OF SPIRIT LAKE	2022 FORD F250	\$31,500.00
93856	AFLAC	AFLAC-DIS/POST	\$234.53
93857	COLLECTION SERVICES CENTER	CHILD SUPPORT	\$2,940.75
93858	ICMA RETIREMENT TRUST	ICMA	\$669.66
93859	MUNICIPAL FIRE & POLICE	MFPRSI	\$23,657.43
93860	KNOXVILLE FIRE & RESCUE ASSC	FIRE DUES	\$82.68
93861	CITY OF KNOXVILLE	SLF FND BEN-F	\$7,960.00
93862	DELTA DENTAL OF IOWA	DELTA DENTAL	\$578.77
93863	PLIC-SBD GRAND ISLAND	LIFE INSURANCE	\$634.22
93864	EMPLOYEE BENEFIT SYSTEMS	HEALTH FAM BEN	\$43,387.99
93867	571 POLSON DEVELOPMENTS	CED WAGES-APRIL	\$6,666.67

93868	ACCO UNLIMITED CORPORATION	DPD POWDER, TITRATING PINT	\$132.70
93869	AGRILAND FS INC.	DEISEL-LIFT STATION GENERATOR	\$806.00
93870	ALLIANT ENERGY	REC CENTER	\$6,705.10
	ATOMIC TERMITE & PEST		
93871	CONTROL	MONTHLY SPRAY	\$160.00
93872	THERESE AUGUSTIN	HEALTH INS. REIMBURSEMENT	\$1,056.39
93873	TRENTON BACUS	LAKE AREA FOOLS CONFERENCE	\$355.00
93874	JORDAN BEAL	UNIFORM REIMBURSEMENT	\$133.39
93875	BOUND TREE MEDICAL LLC	EMS SUPPLIES-NEW 939	\$9,460.12
93876	BROWNELLS INC	PISTOL MAGAZINES	\$139.99
93877	CANON FINANCIAL SERVICES INC.	PD COPIER CONTRACT	\$543.46
93878	CEDAR GRAPHICS, INC	BROCHURE 1/2 PAYMENT	\$6,218.00
93879	CENTRAL IOWA DISTRIBUTING INC	LIQUID LIVE, PAPER TOWELS, ETC	\$252.50
93880	MARK CLIFTON	HELMET REPLACEMENT	\$715.00
93881	CURTIS ARCHITECTURE & DESIGN	ARCHITECTURAL WORK	\$2,500.00
93882	DAN'S PLUMBING	YOUNG'S PARK, BATHROOM WORK	\$151.15
93883	LSQ FUNDING GROUP, L.C.	DATAMAAX ANNUAL FEE-PD	\$153.00
93884	DE RUITER LAWN EQUIPMENT	POLE SAW	\$629.99
93885	DENNISON RACING TEE'S	STOCKING HATS	\$120.00
93886	THE DES MOINES REGISTER	COUNCIL MINUTES-MARCH	\$442.69
93887	NICOLE EVENSEN	SOCCER REFUND	\$32.00
93888	EXCEL MECHANICAL CO INC	SENIOR CENTER REPAIR	\$178.00
93889	AARON FULLER	NEW DUTY BOOTS	\$170.00
93890	TODD HOFFMAN	BOOT REIMBURSEMENT	\$50.00
93891	HUBES GARAGE	AIR CONDITION REPAIRS- PD #32	\$443.61
93892	INTERNATIONAL CODE COUNCIL	MEMBERSHIP-GREENE	
		1598840613-MAY 2022 GEMT	
93893	IOWA MEDICAID ENTERPRISE	PAYME	\$1,704.81
		FIRE ALARM INSPECTION &	
93894	JOHNSON CONTROLS	CONTRA	\$1,704.87
93895	KAY PARK-REC CORP	BENCH-YOUNG'S PARK	\$2,171.00
93896	KNOXVILLE HOSPITAL & CLINICS	MARCH MEDICATIONS	\$420.39
93897	LIFE FITNESS	UPRIGHT BIKE PARTS	\$393.23
93898	MC CORKLE SEED & CHEMICAL	25 IB GRASS SEED	\$132.00
93899	SPENCER MCCARTY	HELMET REPLACEMENT	\$360.00
93900	TONYA MCDONALD	PASS REFUND	\$33.50
93901	MIDAMERICAN ENERGY COMPANY	0 ST LIGHTING 56%	\$11,164.30
	MIDWEST OFFICE TECHNOLOGY		
93902	INC	COPIER CONTRACT	\$191.25
93903	MINUTEMAN INC.	WINDOW ENVELOPES	\$403.19
93904	NATIONAL PAPER & SAN SUPPLY	ENMOTION PAPER TOWELS	\$181.89

93905	NORRIS ASPHALT PAVING INC	6.01 TON COLD PATCH	\$931.55
93906	OFFICE DEPOT	AIR FRESHENER, HAND SANITIZER	\$351.24
93907	LINDE GAS & EQUIPMENT INC	EMS OXYGEN	\$1,534.46
93908	RACOM CORPORATION INC	PORTABLE RADIO PROGRAMING	\$910.50
93909	RAMAEKER ENTERPRISES, INC.	SOCCER SHIRTS	\$735.00
93910	RDG PLANNING DESIGN	MASTER PLAN PROF. SERVICES	\$3,854.52
93911	ROMAR	OIL FILTER	\$32.32
93912	SANDRY FIRE SUPPLY	SCBA REPAIR	\$52.77
93913	K & L THOMPSON, LLC	318 NEW BATTERIES & TIRES CONSTRUCTION SERVICES-UV	\$1,287.11
93914	SNYDER & ASSOCIATES INC	PROJ.	\$10,688.06
93915	STRYKER SALES CORPORATION	LUCAS FOR 939	\$16,346.21
93916	US CELLULAR	VOICE & DATA PLAN	\$54.44
93917	ROBERT VAN WAARDHUIZEN	BOOT REIMBURSEMENT	\$50.00
93918	VAN WALL EQUIPMENT	STATION GENERATOR REPAIR	\$210.40
93920	WEX BANK	POLICE	\$13,206.67
93921	WALMART COMMUNITY	OFFICE SUPPLIES	\$473.06
93922	VERIZON	PD CELL PHONES	\$568.66

Fire Chief Wyman: EMS Open house is May 19<sup>th</sup> from 5:00 p.m. – 7:00 p.m.

Marilyn Arber: Explore Knoxville magazine is moving along. It will be 34 pages. To date there are 30 donors. 25,000 copies will be printed and distributed at every event between June 4<sup>th</sup> – August 13<sup>th</sup>. Cost has been paid for through ads, except for freight. Amber Stanton, owner of Smoosh has been an incredible asset/volunteer has created 10-12 of the ads.

Glenn Lyons: Correction from mis-information given regarding population growth in the housing needs analysis, it was reported there was a population decline but in actuality there was a population growth of 3.9%.

Motion by Morse, seconded by Rankin to adjourn the meeting at 7:20 p.m.; all ayes.

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Brian Hatch, Mayor

ATTEST:

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Tricia Kincaid, City Clerk





Regular Meeting  
Knoxville Water Works  
Board of Trustees  
May 10, 2022

The Board of Trustees of the Knoxville Water Works met in a regular session at 5:30 P.M. on May 10, 2022 at the Water Works office. The meeting was called to order by Acting Chairman Dwight Sommar, with Trustee Kathy Caviness present. Trustee Merle Vickroy was absent.

Trustee Caviness motioned and Sommar seconded to approve the agenda as presented.

Roll Call- AYES: Caviness, Sommar    NAYS: None    ABSENT: Vickroy

A motion was made by Caviness and seconded Sommar to approve the Consent Agenda items as follows:

1. Approval of the minutes of the April 12, 2022 regular Board
2. Approval of the audited claims.
3. Approval of the financial reports for April.

Summary of receipts for April-

Operating Funds = \$	127,464.01
Trust Funds        = \$	<u>1,600.00</u>
	\$ 129,064.01

Summary of disbursements for April-

Operating Funds = \$	172,076.46
Trust Funds        = \$	<u>855.00</u>
	\$ 172,931.46

Roll Call- AYES: Caviness, Sommar    NAYS: None    ABSENT: Vickroy

Trustee Caviness motioned to approve Pay Estimate #1 from Western Speciality Contractors for the Clearwell #1 Rehabilitation Project. Trustee Sommar seconded.

Roll Call- AYES: Caviness, Sommar    NAYS: None    ABSENT: Vickroy

Trustee Caviness motioned to approve Resolution 2022-4 “RESOLUTION ADOPTING A SCHEDULE OF EMPLOYEE BASE COMPENSATION.” Trustee Sommar seconded.

Roll Call- AYES: Caviness, Sommar NAYS: None ABSENT: Vickroy

The General Manager reported to the Board on various operational and personnel issues.

Trustee Caviness made a motion to adjourn the meeting. Trustee Sommar seconded.

Roll Call- AYES: Caviness, Sommar NAYS: None ABSENT: Vickroy

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Dwight Sommar  
Acting Chairman

Attest:

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Brian W. Bailey  
Secretary and General Manager

April 22, 2022

Nathan Parch  
Planning and Zoning Administrator  
City of Knoxville

Mr. Parch,

Please accept immediately this letter of resignation for my position on the Board of Adjustment. Thank you for the opportunity. It has been a pleasure to have worked with my fellow board members.

Sincerely,

Mark Worrall

May 10, 2022

TO: Knoxville Library Board

RE: Resignation

Dear Roslin and Knoxville Library Board of Trustees,

Please accept my resignation from the board effective June 1, 2022 as I have been appointed to fill a position on the Planning and Zoning Commission.

It's been a pleasure to work with all the Trustees over the past years and an honor to have been a part of the library expansion project.

My partner Mindi Sudman has expressed interest in filling my vacancy if you're interested. She's a voracious reader, book collector, supporter and user of the Public Library.

[mind@oneevenpublichouse.com](mailto:mind@oneevenpublichouse.com) / 515-556-2591

Best Wishes for continued growth and development of the Library programming.

Best Regards,



Scott Ziller

ADVISORY BOARD/COMMISSION  
APPLICATION FORM



Individuals serving on Boards and or Commissions play an important role in advising the City Council on matters of interest to our community and its future. Most applicants must reside within the City limits of Knoxville.

After a vacancy has been announced, the Council reviews all applications during a work session. The appointment is made at the next formal City Council meeting. Appointees serve as unpaid volunteers.

Return the application to Mayor, City of Knoxville, 305 S. Third Street, Knoxville, Iowa 50138.

*This application is a public document and as such can be reproduced and distributed for the public. This application will be considered for three (3) months only and automatically considered for any vacancy during that time.*

ADVISORY BOARD/COMMISSION NAME Library TERM \_\_\_\_\_

NAME Laura Kendrick HOME ADDRESS 413 W. Montgomery

Is your home address (listed above) within the corporate limits of Knoxville?  Yes  No

How long have you been a resident of Knoxville? 58 years

Occupation Daycare Provider Employer Retired from VA Central IA.

Telephone Number (Home) 641-891-7870 Business \_\_\_\_\_

Cell Phone \_\_\_\_\_ Email Address laura.diane.kendrick@gmail.com

Experience and/or activities which you feel qualify you for this position \_\_\_\_\_

Employed as Library Associate for 10 years at Knoxville Comm. Schools. Avid reader. Weekly patron of the library.

What is your present knowledge of this advisory Board/Commission? Only what I've read, I certainly like the thought of being actively supporting the program staff and learning more about strengthening its outreach.

What contributions do you feel you can make to this advisory Board/Commission (or state reason for applying)?

My interest and experience in life long learning opportunities make serving as support an honor and privilege. The library offers equality and diversity in our community.

Specific attention should be directed to a possible conflict of interest. Please list any present affiliations you have with agencies, which may apply for funding from the City. Affiliation means being a board member or employee of the agency. Other types of affiliation must be examined on a case-by-case basis by the City Attorney's Office.

You should know that Section 362.5 of the Code of Iowa generally prohibits, with certain important exceptions, a member of a city board or commission from having an interest in a city contract. A copy of Section 362.5 is attached. If you have any questions, please contact the City Manager's Office at 641-828-0550.

If you are uncertain whether or not a potential conflict of interest exists, please list the agency and the City may contact the City Attorney's office.

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If you are not selected, do you want to be notified?  Yes  No

Do you currently serve on another City of Knoxville Board or Commission?  Yes  No

*It has been Council policy not to permit an individual to serve on two (2) Boards or Commissions at the same time.*

Signature of Applicant Laura Kendrick Date May 3, 2022

*Misrepresentations on this application will constitute just cause for removal as an appointee. If you fail to answer all questions on the application, you may not be considered for appointment.*



May 4, 2020

I am writing to supplement answers I wrote on the actual board application.

I grew up a few blocks from our local library and used it independently from age 7 to present. One Saturday morning, I arrived to find children gathering. When I overheard they had come to listen to a story, I was surprised such an activity was available. I ~~was~~ realized the library was a gift that continually reveals it self.

I found stories and histories of various eras and experienced which helped form my view in the world.

If I can assist by serving on the board, it will be a small payment ~~in~~ to the debt I owe to the community. Sincerely,  
 Laura Kendrick



ADVISORY BOARD/COMMISSION  
APPLICATION FORM



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ADVISORY BOARD/COMMISSION NAME Rec TERM \_\_\_\_\_

NAME Kevin Long HOME ADDRESS 206 W Main St

Is your home address (listed above) within the corporate limits of Knoxville?  Yes  No

How long have you been a resident of Knoxville? 50+ years

Occupation Retired Employer Pella Corporation

Telephone Number (Home) - Business -

Cell Phone 641-891-2059 Email Address Kevinj@iowatek.com.net

Experience and/or activities which you feel qualify you for this position \_\_\_\_\_

I have been involved in Athletics my entire life. Playing all sports, coaching at various levels, umpiring, officiating, volunteer at all levels.

What is your present knowledge of this advisory Board/Commission? \_\_\_\_\_

Limited knowledge as to what this board does



What contributions do you feel you can make to this advisory Board/Commission (or state reason for applying)?

Knowledge of Athletics, coaching, at all levels. Working with students and parents K-12.

Specific attention should be directed to a possible conflict of interest. Please list any present affiliations you have with agencies, which may apply for funding from the City. Affiliation means being a board member or employee of the agency. Other types of affiliation must be examined on a case-by-case basis by the City Attorney's Office.

You should know that Section 362.5 of the Code of Iowa generally prohibits, with certain important exceptions, a member of a city board or commission from having an interest in a city contract. A copy of Section 362.5 is attached. If you have any questions, please contact the City Manager's Office at 641-828-0550.

If you are uncertain whether or not a potential conflict of interest exists, please list the agency and the City may contact the City Attorney's office.

If you are not selected, do you want to be notified?  Yes  No

Do you currently serve on another City of Knoxville Board or Commission?  Yes  No

***It has been Council policy not to permit an individual to serve on two (2) Boards or Commissions at the same time.***

Signature of Applicant Kevin Jay Date 4-20-22

***Misrepresentations on this application will constitute just cause for removal as an appointee. If you fail to answer all questions on the application, you may not be considered for appointment.***

April Data: No School: 15; SRO Covering Patrol: 4,5,22,27; SRO Off: 1,8,18,28,29

Truancy/Welfare Checks:	3
Investigations/Investigation Assists:	5
Parent Meetings/Phone Calls:	12
Juvenile Court Referrals:	2
Administration Meetings:	3
Teacher/Faculty Assists:	9
Education Programs:	1
Staff Training:	1
Safety Planning:	3
Event Supervision:	2
Information – Leads:	3
Student Mentoring:	19
Misc. Other Calls:	4
Patrol Hours:	6

# CITY OF KNOXVILLE



## PROCLAMATION OFFICE OF THE MAYOR

**WHEREAS**, public works infrastructure, facilities and services are of vital importance to sustainable communities and to the health, safety and well-being of the people of the City of Knoxville, Iowa; and

**WHEREAS**, such facilities and services could not be provided without the dedicated efforts of public works professionals, engineers, managers and employees from the State and local Government and the private sector, who are responsible for and who plan, design, build, operate, and maintain the transportation, water supply, water treatment, public buildings, structures and facilities, and who deliver solid waste services, transit, and fleet services which are essential to serve our citizens; and,

**WHEREAS**, it is in the public interest for the citizens, civic leaders and children in the United States of America to gain knowledge of and to maintain an interest and understanding of the importance of public works and public works programs in their respective communities; and

**WHEREAS**, the year 2022 marks the 62<sup>nd</sup> annual National Public Works Week sponsored by the American Public Works Association.

**NOW, THEREFORE**, I, Brian Hatch, Mayor of the City of Knoxville, do hereby proclaim the week of May 15-21, 2022, as National Public Works Week; and I urge our community to join with representatives of the American Public Works Association and the Knoxville Public Works Department in activities designed to pay tribute to our public works professionals, engineers, managers and employees and to recognize the substantial contributions they have made to our national and local health, safety, welfare and quality of life.

***IN WITNESS WHEREOF***, I hereunto set my hand this 16<sup>th</sup> day of May, 2022

Signed by,

Mayor Brian Hatch

## **National Police Week Proclamation**

**WHEREAS**, in 1962 the Congress and President of the United States designated May 15 as Peace Officers Memorial Day, and the week in which it falls as Police Week; and

**WHEREAS**, the members of the Knoxville Police Department play an essential role in safeguarding the rights and freedoms of the citizens of Knoxville; and

**WHEREAS**, it is important that all citizens know and understand the problems, duties and responsibilities of their police department, and that members of our police department recognize their duty to serve the people by safeguarding life and property, by protecting them against violence or disorder, and by protecting the innocent against deception and the weak against oppression or intimidation; and

**WHEREAS**, the police department of Knoxville has grown to be a modern and scientific law enforcement agency which unceasingly provides a vital public service; and

**WHEREAS**, since 1791 approximately 22,611 peace officers have lost their lives in the line of duty including 215 in Iowa, 3 in Marion County, and 1 from Knoxville;

**NOW, THEREFORE**, I, Mayor Brian Hatch, call upon all citizens of Knoxville and upon all patriotic, civil and educational organizations to observe the week of May 15 through 21, 2022, as Police Week with appropriate ceremonies in which all of our people may join in commemorating police officers, past and present, who by their faithful and loyal devotion to their responsibilities have rendered a dedicated service to their communities and, in doing so, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

**I FURTHER** call upon all citizens of Knoxville to observe Sunday, May 15, 2022, as Peace Officers Memorial Day in honor those peace officers who, through their courageous deeds, have lost their lives or become disabled in the performance of duty.

Dated this 16<sup>th</sup> day of May, 2022.

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Brian Hatch, Mayor

EMS Week proclamation 2022

To designate the week of May 15-21,2022, as Emergency Medical Services week

WHEREAS, Emergency medical services is a vital public service; and

WHEREAS, the member of emergency medical service teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, emergency medical services has grown to fill a gap by providing important, out of hospital care, including preventative medicine, follow up care, and access to telemedicine; and

WHEREAS, the emergency medical services system consists of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, police officers, educators, administrators, pre hospital nurses, emergency physicians, trained members of the public, and other out of hospital medical care providers; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week; now

THEREFORE, I Brian Hatch, Mayor, City of Knoxville in recognition of this event do hereby proclaim the week of May 15-21, 2022, as

**EMERGENCY MEDICAL SERVICES WEEK**

With the EMS strong theme, EMS WEEK: Rising to the Challenge, I encourage the community to observe this week with appropriate programs, ceremonies and activities.

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Brian Hatch, Mayor City of Knoxville

RESOLUTION 05-25-22

A RESOLUTION IN SUPPORT OF A WORKFORCE HOUSING TAX INCENTIVE APPLICATION TO BE SUBMITTED TO THE IOWA ECONOMIC DEVELOPMENT AUTHORITY (IEDA) BY BLOOMFIELD ACRES, LLC FOR A HOUSING PROJECT IN KNOXVILLE, IOWA

Whereas, Knoxville has a shortage of new housing and, in particular, workforce housing; and

Whereas, the housing shortage has impacted recruitment and retention of employees; and

Whereas, the 2016 Marion County Housing Needs Analysis projected a demand for 716 new housing units in the Knoxville market area by 2025; and

Whereas, Bloomfield Acres, LLC plans a project for development within Knoxville to include 155 market-rate rental housing units; and

Whereas, Bloomfield Acres, LLC project will address a critical need for rental housing in Knoxville; and

Whereas, Bloomfield Acres, LLC intends to apply for Iowa Workforce Housing Tax Credits to support the development involving the construction of said housing units; and

Now, therefore, be it resolved that the City Council of Knoxville:

1. Offers its full support for Bloomfield Acres, LLC housing project in Knoxville, Iowa and the associated Workforce Housing Tax Credit application; and
2. Authorizes City staff to assist in the preparation of the application and related materials deemed necessary.

PASSED AND APPROVED by the City Council this 16<sup>th</sup> day of May, 2022.

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Brian J. Hatch, MAYOR

ATTEST:

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Tricia Kincaid, CITY CLERK

Council Letter  
City of Knoxville  
May 16, 2022

Agenda Item:

Approving Storefront Improvement Grants for: 112 N Second Street (Smooosh); 225 E Main Street (Ivory Soul); and 202 E Robinson (Knoxville Dental).

Background:

In 2022, City Council approved the creation of the Downtown Façade Grant program, with an initial funding of \$115,000 (viz. money that was transferred from an existing but underused economic development revolving loan fund).

City Council subsequently approved a \$50,000 addition to the Downtown Façade Grant program in its FY 23 budget, for a total of \$165,000 dedicated to this effort.

Façade grant applications are due on May 31, 2022. They are scheduled to be vetted by the Downtown Façade Grant Review Committee in June with recommended projects being sent to Council for approval in early July.

City Council approved a Storefront Improvement Grant for 109 S Third Street (\$3,220) on May 2, 2022, as a way of encouraging other building owners to apply.

That strategy is indeed working. On May 9, 2022, the new Downtown Façade Review Committee met and is recommending 3 new Storefront Grant applications for Council's approval. They are:

**112 N Second Street** – Replacement of Main Floor door and windows. Total Cost \$10,059; **Grant \$5,000**. Note: The owners are also installing a new awning outside of this request.

**225 E Main Street** – Replacement of Second Storey windows. Total Cost \$11,896; **Grant \$5,000**.

**202 E Robinson** – Replacement of façade caps to prevent brick damage. Total Cost \$5,200; **Grant \$2,600**.

Approving these 3 awards would result in the following funds available for future grant applications:

Total Funding	\$ 165,000
Less Awards 3-2-22	\$ (3,220)
Less Proposed Awards 3-16-22	\$ (12,600)
Remaining	\$ 149,180

Policy Questions:

Should City Council award a Storefront Improvement Grant to the three building owners described in this report?

Budget Impact: The City has allocated \$165,000 to the Downtown Façade Grant Program. The recommended grants and allocations are within the current budget.

Recommendations:

Staff recommend that Council approve the proposed storefront improvement grants for: 112 N Second Street (\$5,000), 225 E Main Street (\$5,000), and 202 E Robinson Street (\$2,600).

Supporting Documents: N/A



RESOLUTION NO. 05-29-22

RESOLUTION PROPOSING A LEASE FOR A TERM OF MORE THAN THREE (3) YEARS

BE IT RESOLVED by the Council of the City of Knoxville, Iowa:

The Council of the City of Knoxville, Iowa hereby proposes to lease, for a term more than three (3) years, a portion of the basement located in City Hall at 308 East Montgomery, Knoxville, Iowa for a sum to be set out in the lease and other good and valuable consideration. A public hearing will be held on the 6<sup>th</sup> day of June, 2022 at 6:15 o'clock p.m. in the Council Chambers at City Hall of Knoxville, Iowa at which time the Council will hear objections to the lease. The clerk is directed to publish notice of the hearing in conformance with State Law.

Passed and approved this 16<sup>th</sup> day of May 2022.

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Brian J. Hatch, MAYOR

ATTEST:

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Tricia Kincaid, CITY CLERK